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# Work / Life

## NAVIGATOR

### How To Let Go and Reduce Stress with the 90/10 Method

The 90/10 secret is incredible! Very few know and apply this secret. The result? Millions of people are suffering undeserved stress, trials, problems, and heartache. They never seem to be a success in life. Bad days follow bad days. Terrible things seem to be constantly happening.

There is constant stress, lack of joy, and broken relationships. Worry consumes time, anger breaks friendships, and life seems dreary and is not enjoyed to the fullest. They lose friends. Life is a bore and often seems cruel. Does this describe you? If so, do not be discouraged. You can be different! Understand and apply the 90/10 secret. It will change your life!

What is this secret?

Ten percent of life is made up of what happens to you. Ninety percent of life is decided by how you react.

What does this mean? We really have no control over 10 percent of what happens to us. We cannot stop the car from breaking down. The plane may be late arriving, which throws our whole schedule off. A driver may cut us off in traffic. We have no control over this 10 percent.

The other 90 percent is different. You determine the other 90 percent. How? By your

reaction. You cannot control a red light, but you can control your reaction.

Don't let people fool you; *you* can control how you react! Let's use an example.

You're eating breakfast with your family. Your daughter knocks over a cup of coffee; the coffee spills onto your business shirt. You have no control over what just happened. What happens next will be determined by how you react.

You curse. You harshly scold your daughter for knocking over the coffee cup. She breaks down in tears. After scolding her, you turn and criticize your spouse for placing the cup too close to the edge of the table. A short verbal battle follows. You storm upstairs and change your shirt.

Back downstairs, you find that your daughter has missed the bus—she was too busy trying to finish breakfast and get ready for school. Your spouse must leave immediately for work. You rush to the car and drive your daughter to school. Because you are late, you drive 40 miles an hour in a zone with a 30-mile-per-hour speed limit.

After a 15-minute delay and throwing away \$60 (traffic fine), you arrive at school. Your daughter runs to the building without saying good-bye. After arriving at the office 20 min-

utes late, you find that you forgot your briefcase. Your day has started terribly. As it continues, it seems to get worse and worse. You look forward to going home. When you arrive home, you find a small wedge in your relationships with your spouse and daughter.

Why? Because of how you reacted in the morning.

Why did you have a bad day?

- A) Did the coffee cause it?
- B) Did your daughter cause it?
- C) Did the police officer cause it?
- D) Did you cause it?

The answer is D. You had no control over what happened with the coffee. How you reacted in those 5 seconds is what caused your bad day.

Here is what could have and should have happened:

Coffee splashes over you. Your daughter is about to cry. You gently say, "It's okay, honey; you just need to be more careful next time." Grabbing a towel, you rush upstairs. After grabbing a new shirt and your briefcase, you come back down in time to look through the window and see your child getting on the bus. She turns and waves. You and your

spouse kiss before you both go to work. You arrive 5 minutes early and cheerfully greet the staff. Your boss comments on how good a day you are having.

Notice the difference? Two different scenarios. Both started the same but ended differently. Why? Because of how you reacted. You really do not have any control over 10 percent of what happens, but the other 90 percent is determined by your reaction.

Here are some ways to apply the 90/10 secret:

If someone says something negative about you, do not be a sponge. Let the attack roll off like water on glass. You do not have to let the negative comment affect you! React properly, and it will not ruin your day. A wrong reaction could result in losing a friend, being fired, getting stressed out, and enduring other negative consequences.

How do you react if someone cuts you off in traffic? Do you lose your temper? Pound the steering wheel? (A friend of mine had the steering wheel fall off!) Do you curse? Does your blood pressure skyrocket? Do you try to bump them? Who cares if you arrive 10 seconds later at work? Why let the blue car ruin your drive? Remember the 90/10 principle, and do not worry about it!

Suppose you learn that you have lost your job. Why lose sleep or get irritated? That won't help you get your job back or find a new one. Use your "worrying" energy and time to find another job.

What if your plane is late? It is going to mangle your schedule for the day. Why take out your frustration on the flight attendant? She has no control over what is going on. Use your time to study, get to know the other passengers, and so on. Why get stressed out? It will just make things worse.

You now know the 90/10 secret. Apply it, and you will be amazed at the results.

(Source: Arlen Busenitz, a freelance writer specializing in people skills and personal improvement. See <http://www.conversation-magic.com/index3.html>.)

Praise and blame  
gain and loss  
pleasure and sorrow  
come and go like the wind.  
To be happy,  
rest like a great tree in the midst of them all.  
—The Buddha

## WEB SITE PICKS

<http://www.wsu.edu:8080/~brians/errors/errors.html>

This site offers essential information concerning commonly misused words and phrases from a scholar whose Web site has been endorsed by BBC Online, *Life* magazine, *USA Today*, Yahoo! Internet, and others. *Common Errors in English Usage* is a practical, sensible, "reader-friendly" educational resource and reference for anyone seeking to improve his or her personal command of the fine nuances of the English language.

Our scientific power has outrun our spiritual power. We have guided missiles and misguided men.

—Martin Luther King, Jr.

## HEALTH TIP

### Calcium, Magnesium, and D: A Trio

A breakdown in calcium regulation is implicated in diseases ranging from cancer to diabetes, heart disease, and neurological disorders. In order for calcium to function properly, magnesium and vitamin D must also be present, which is why calcium, magnesium, and vitamin D are referred to as "the inseparable trio."

In order to absorb calcium, the body needs comparable amounts of magnesium.

Vitamin D also plays a major role in calcium absorption. The relationship between calcium absorption and vitamin D is similar to that of a locked door and a key. Vitamin D is the key that unlocks the door and allows calcium to leave the intestine and enter the bloodstream. Vitamin D also works in the kidneys to help reabsorb calcium that otherwise would be excreted.

Optimal calcium function may also reduce the risk of osteoporosis. Calcium supplementation in the face of magnesium deficiency can lead to deposits of calcium in soft tissue such as joints. This promotes arthritis.

(Sources: American Association for the Advancement of Science Annual Meeting, February 16, 2004; *Science* 233 (1986): 4763; *Report on Calcium & Related Nutrients*, Food & Nutrition board, 1997. Printed in *Nutrition Hints* by Betty Kamen, Ph.D., and Michael Rosenbaum, M.D. See <http://www.bettykamen.com>.)

## WORDS OF WISDOM

Look, and it can't be seen.  
Listen, and it can't be heard.  
Reach, and it can't be grasped.  
Above, it isn't bright.  
Below, it isn't dark.  
Seamless, unnamable,  
it returns to the realm of nothing.  
Form that includes all forms,  
image without an image,  
subtle, beyond all conception.

Approach it and there is no beginning;  
follow it and there is no end.  
You can't know it, but you can be it,  
at ease in your own life.  
Just realize where you come from:  
this is the essence of wisdom.

—Tao Te Ching

## HUMOR

### Résumé

#### OBJECTIVE:

To sit in a cubicle and stare at a monitor for 8 hours, occasionally looking attentive when approached by a superior.

#### EDUCATION:

School: Very Expensive; Major: Not Important; GPA: Don't Ask, Don't Tell

#### EMPLOYMENT:

Network Management (9/97–Present)  
Produced daily itinerary of television programs to watch. Duties included changing channels, avoiding infomercials, and staying tuned after those "important" messages.

#### Debt Consolidation (4/99–12/03)

Using various tools such as credit cards and borrowed cash, I managed to combine groups of unpaid bills into one monthly bill that went straight to my father.

#### COMPUTER SKILLS:

- Solitaire
- Minesweeper
- On/Off Repair Method

#### HONORS AND AWARDS:

- First Place in Miller Lite Funnel Tournament
- Gave Toast at Brother's Wedding
- High Score on Theta Chi's Pinball Machine

*For further references, contact my mother.  
For positive responses, please pose all questions as though you're considering me as a law school applicant.*

## Memorial

One Sunday morning, the pastor noticed that little Alex was staring up at the large plaque that hung in the foyer of the church. It was covered with names, and small American flags were mounted on either side of it.

The 7-year-old had been staring at the plaque for some time, so the pastor walked up, stood beside the boy, and said quietly, "Good morning, Alex."

"Good morning," replied the young man—still focused on the plaque.

"What is this?" asked Alex.

"Well, son, it's a memorial to all the young men and women who died in the service."

Soberly, they stood together, staring at the large plaque.

Little Alex's voice was trembling and barely audible when he asked, "Which service? . . . The 8:30 . . . or the 11:00?"

## FOOD FOR THOUGHT

### Doing What You Love: Eight Questions To Find Out Where Your Heart Lies

What's really neat about doing what you love is that it releases a huge amount of energy, enthusiasm, and zest for living. It frees up your creativity and adds a vibrancy to your being that you take with you wherever you go and into whatever you are doing.

Putting your attention and focus on ideas and in areas that capture your imagination sweeps you up and carries you along on a wave of excitement that will power you toward your dreams. What could be more joyous than that?

Doing what you love is much more than a leap in the right direction; it's a vital brick on your road to freedom.

However, because people tend to be so caught up in the pressures and stresses of their everyday life, many people rarely think about what they would much prefer to be doing with their time and energy. And if they do consider it, it is often only a fleeting thought before their dreams become buried beneath a mountain of obligations and responsibilities until they no longer know that they are there.

Some people even feel guilty about daydreaming—as though it were childish or silly and not something that a grown adult should be doing. But daydreaming has value and can often hold the clues to your creative inner drive.

Become a "daydream believer" and find out what it is that you would really love to do. Ask yourself the following questions to help you unearth your dreams.

- 1) To what are you intuitively attracted?
- 2) What makes time fly for you?
- 3) What things do you accomplish easily, seemingly without effort?
- 4) About what do you catch yourself thinking in unguarded moments?
- 5) In what do you easily become immersed; what absorbs your attention totally?
- 6) Where do your daydreams take you?
- 7) What is the one thing, more than anything else, to which you keep coming back?
- 8) If money were no object, what would you do with your time?

Make a note of the answers as they come to you. Don't force yourself to find answers, but keep the list handy and listen for that inner voice that knows you so well. It will gladly reveal what is in your heart and help you to discover where your future lies.

(Source: Beverly Stewart. Ian and Beverly Stewart offer a magical blend of metaphysics, common sense, and fun. Both have owned and managed successful businesses and combine this experience with a lifelong interest in spiritual and personal growth.)

## TECH TIP

### Unwanted and Unsolicited E-mails

There is a way to deal with unwanted and unsolicited e-mails received from individuals and companies:

Visit <http://www.ftc.gov>. On the home page, click on "Spam Email" under the heading "Hot Topics". Then click on the tab "File a Complaint." Complete the form or forward spam mail directly to the commission at [SPAM@UCE.GOV](mailto:SPAM@UCE.GOV).

## POINTS TO PONDER

How important does a person have to be before he or she is considered to be assassinated instead of just murdered?

If money doesn't grow on trees, then why do banks have branches?

Since bread is square, why is sandwich meat round?

Why do you have to "put your two cents in" when it's only a "penny for your thoughts"? Where's that extra penny going?

Once you're in heaven, do you get stuck wearing the clothes you were buried in for eternity?

Why does a round pizza come in a square box?

What did cured ham actually have?

How is it that we put men on the Moon before we figured out it would be a good idea to put wheels on luggage?

Why is it that people say they "slept like a baby" when babies wake up about every 2 hours and cry?

If a deaf person has to go to court, is it still called a hearing?

If you drink Pepsi at work in the Coke factory, will they fire you?

Why are you *in* a movie but *on* TV?

Why do people pay to go up tall buildings and then put money in binoculars to look at things on the ground?

How come we choose from just 2 people for President and 50 for Miss America?

Why do doctors leave the room while you change? They're going to see you naked anyway.

If a 911 operator has a heart attack, whom does she/he call?

I signed up for an exercise class and was told to wear loose-fitting clothing. If I *had* any loose-fitting clothing, I wouldn't have signed up in the first place!

When I was young we used to go "skinny dipping"; now I just "chunky dunk."

Wouldn't it be nice if, whenever we messed up our lives, we could simply press "Ctrl Alt Delete" and start all over?

Stress is when you wake up screaming and then realize that you haven't fallen asleep yet.

My husband says I never listen to him. At least I think that's what he says.

Why is it that our children can't read a Bible in school, but they can in prison?

If raising children were going to be easy, it never would have started with something called labor!

Brain cells come and brain cells go, but fat cells live forever.

## FINANCES

### Save Like a Student, Even If You Aren't One

by Mike Marcoe

Remember the days of college, when you got lots of benefits that nonstudents did not? You could probably use the gym for free, get free or low-cost medical services, and watch movies for very little money. Nowadays, you can even get free Internet access in college. Those days may be gone for you, but the savings are not necessarily gone. Many institutions of higher learning offer lower-cost services to the public as part of their training and community-service goals. Below are some examples of how nonstudents can grab some of the benefits of higher education.

Many people don't know that they can realize substantial savings on gym memberships by finding a gym at a college or university—you don't always have to be a student to use the facility. Memberships can be as low as \$60 for the semester and another \$40 for the summer. Some areas, like pools and running tracks, may be restricted due to class use, but if you can find such a college in your area, consider using it.

Many sport clubs and classes are available to the public. When I was in college, I belonged to a karate club in which several of the members were not students. The costs may be higher if you are not a student, but they are likely to be cheaper than those offered by noncollege sources.

You can often get great travel savings by booking through college travel agencies. You don't always need to be a student for that, either!

Technical students frequently need the help of the public in their hands-on training. There is only so much that plastic models can teach them. As part of their training, dental students will clean your teeth for a huge discount at certain times of the year. Their professors supervise and check them. Although these cleanings may take up to 2 hours, they are sure to be thorough—the student's grade may depend on it! In addition to cleanings, some places offer x rays, bite guards, and other dental necessities, all for vastly reduced prices.

If it's beauty you seek, you can get a really inexpensive haircut or other beauty treatment at a technical school. As with dental training, senior cosmetology students seek members of the public on whom to practice for a low price—or even free of charge. Instructors supervise their work. If the service is given to you free, however, it is customary to leave a tip.

Do you want to eat four-star food in a college cafeteria? A technical college with a culinary program may be just your ticket. For a price of about \$10 to \$20, culinary students will prepare a multiple-course meal for you, including elegant appetizers, entrées, desserts, and wine. They will usually provide this in a nicely decorated room set aside just for these meals. There will also be neatly folded cloth napkins and fine dinnerware. All of this gives them real-world restaurant experience with preparing and serving classy food.

Graduate students in psychology may offer very inexpensive therapy sessions to the public. For students who are studying to become therapists, this is a part of their training. They generally work along with professors or established therapists when they do this. If you live in a big college town, you may see ads for these services in community newspapers.

Childcare programs at technical colleges may offer free daycare. Of course, instructors supervise this care.

In some cases, you may have to pay a little more for various services if you are not a student, but you will still save.

You will get even greater savings if you sign up for a one-credit class at your local col-

lege or technical school. Weigh the price of it against the savings on services you will get as a student.

You may come out ahead this way. Depending on the school, you may qualify for a free bus pass, free Internet access from home, and free health services, including testing and doctor visits.

Call up your nearest college or technical school and ask what low-cost services it provides the public. Or check its Web site for this information.

Finally, if you graduated from a university or college, consider joining the alumni association.

There will be a fee, but it may get you discounts on movies, travel, courses, and professional services, such as career placement assistance.

(Source: Mike Marcoe, a writer and editor from Eau Claire, WI. He has written about personal finances and self-help; he has also written fiction.)

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### Questions/Comments to:

Evelin Saxinger, Work/Life Program Manager, [esaxinge@hq.nasa.gov](mailto:esaxinge@hq.nasa.gov) or 358-1311

An online version of this newsletter may be found at [http://www.hq.nasa.gov/office/codec/cc/navig-10\\_04.pdf](http://www.hq.nasa.gov/office/codec/cc/navig-10_04.pdf)

